



## PORT OF ORCAS RESOLUTION 2024 11 25c

WHEREAS in July 2024 San Juan County Auditor's Office announced their withdrawal from accounting functions for special purpose districts; and

WHEREAS the Port of Orcas desires to continue using San Juan County as it's Treasurer; and

WHEREAS the Port of Orcas desires to open the following zero-balance bank accounts to continue necessary accounting operations:

- 1) Zero-balance checking account for the purpose of processing Accounts Payable
- 2) Zero-balance payroll account for the purpose of processing Payroll
- 3) Zero-balance receivables account for the purpose of receiving direct ACH payments

NOW THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Port of Orcas hereby authorizes San Juan County to open the above accounts on behalf of the Port with the minimum opening balances to be transferred from Fund 6721, as necessary; and

BE IT FURTHER RESOLVED that Robert Hamilton, Chip Long, and Kim Ihlenfeldt are hereby authorized as custodians of the above accounts and granted permission as signatories with access to maintain, verify, and sign on behalf of the Port of Orcas; and

BE IT FURTHER RESOLVED the balance of the receivables account is to be transferred to San Juan County Treasurer once weekly in accordance with established financial controls; and,

BE IT FURTHER RESOLVED, all accounts are to be reconciled monthly by the Port of Orcas.

Adopted the 25<sup>th</sup> day of November 2024 by the Port of Orcas Board of Commissioners.

\_\_\_\_\_  
Mia Kartiganer, Commissioner

\_\_\_\_\_  
Robert Hamilton, Chair

\_\_\_\_\_  
Annalies Schuh, Commissioner

\_\_\_\_\_  
Jason Laursen, Commissioner

\_\_\_\_\_  
Michael Triplett, Commissioner

Attest: \_\_\_\_\_  
Chip Long, Port Director